

EMERGENCY TELEPHONE SYSTEM BOARD MEETING September 20, 2007

D.C. Art Weber, Chairman, called the McHenry County Emergency Telephone System Board to order September 20, 2007, at 9:05 AM at the Woodstock Police Department, Woodstock, IL for a regular meeting.

MEMBERS IN ATTENDANCE: Art Weber, Chairman, Sgt. Dick Johns Vice Chairman, Chief Ken Rydberg, Chief Jim Saletta, DC Dennis Harris, Captain David Shepherd, Lt. Andy Oparyk, Sgt. Rich Solarz, Director Barry Valentine, and Mark Kuhlman.

MEMBERS ABSENT: Jim Molnar and John Shay.

STAFF IN ATTENDANCE: Tiki Carlson, Coordinator, Wileen Peterson, Robin Gibbs, Admin Specialists, Ryan Cypher, Technology Specialist.

VISITORS: Deb Palmsiano, CLPD; Brian Hitchcock, SEECOM; Pat McCarthy, MCSO; Mary Christiansen, ALGFD; Denise Wills, Huntley PD.

ADDITIONS OR CORRECTIONS TO THE MINUTES: Barry Valentine advised that he was not present at the August meeting, therefore could not have made the motion to approve the bills.

MOTION: by Barry Valentine, second by Deputy Chief Harris, to accept the August 15, 2007, minutes as amended. All members present voted AYE. Motion passed.

CORRESPONDENCE: None

TREASURER REPORT: The Treasurer's report was submitted. Balance as of August 31, 2007, was \$2,761,332.22 in the General Account.

MOTION: by Barry Valentine, second by Chief Saletta, to accept the Treasurer's Report as submitted and place on file for future audit. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Oparyk, Rydberg, Saletta, Shepherd, Solarz, Valentine, and Weber. Members voting NAY: none. Motion passed.

BILLS: Board members reviewed the bills.

MOTION: by Barry Valentine, second by Captain Shepherd, to approve the 290001 expenditures in the amount of \$127,796.17, 290100 expenditures in the amount of \$7,179.70, for the month of August. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Oparyk, Rydberg, Saletta, Shepherd, Solarz, Valentine, and Weber. Members voting NAY: none. Motion passed.

COMMITTEE REPORTS:

FINANCIAL: Tiki was contacted by the Treasurer's Office and advised that we had CD's that were going to be expiring. She requested they be rolled over for a short term.

TECHNICAL: No Report

PERSONNEL: Chief Rydberg informed the board he has requested employee evaluations to be completed and turned into him by October 12th. Recommendations will be brought to the board at the November meeting.

TRAINING: The EMD class has completed. Wileen will be scheduling the next Records Supervisor Crimes workshop soon.

PSAP: No Report

GRANT WRITING: No Report

DISCUSSION: None

INFORMATION ITEMS: Tiki asked for members to let her know if they plan on attending the INENA conference in October. Registration is due by October 4th.

Art Weber informed the board that Tiki was asked to be on the advisory committee for Midwest HUG (HTE Users Group).

EXECUTIVE SESSION:

MOTION: by Deputy Chief Harris, second by Sgt. Solarz, to adjourn. All members present voted AYE. Motion passed.
Meeting adjourned at 9:20 AM

**The next meeting is Thursday October 18, 2007
9:00 AM Woodstock Police Department**

Coordinator's Report for September 20, 2007

HTE APPLICATIONS-

- ❖ The Naviline 5.0 upgrade was completed last month. There were issues with the speed of downloading and refreshing pages, and that determined to be due to a fiber optic repeater. Parts were changed out, and that issue was resolved, however another one surfaced. HTE was contacted, and a fix was applied to our servers.
- ❖ Mobile 5.0 Upgrade is still scheduled for the first week of October. This will include the servers for MDB, Mobile Flash, LG Mobile, and Field Reporting. As in the past, a CD and instruction sheet will be distributed. The ISIS (State Access) has been postponed until the beginning of November. Once the ISIS migration has been completed, Installation CD's and directions will be distributed. THIS WILL REQUIRE UNINSTALL AND REINSTALL OF THE APPLICATIONS. It would also be a very good time to make sure all of your Windows Critical Updates are current (hint - hint).
- ❖ Art Weber and I met with Maureen Maher and Jim Baker from HTE to discuss the CAD6 implementation process for McHenry County. We are on the books for mid February 2008 (6 months out). There will need to be cooperation with all HTE CAD Dispatch agencies in getting response plans done.
- ❖ AS/400 Role Swap took place on August 28th. Again this time we had issues with permissions and backups. HTE worked on resolving the issues with Matt Staddler.
- ❖ .

PSAP/911-

NETWORK / VERIZON-

- ❖ **Verizon** – Emails were sent out to all agencies using the Verizon 555D Aircards regarding the rollout of the new hardware. Ryan will be in contact with the agencies to coordinate implementation. The process has been tedious due to Verizon's end, and we appreciate the patience of the people working with Ryan on the upgrades.
- ❖ **Reminder-** The intended use of the air cards is out in the field. If your agency is experiencing connectivity issues when bringing laptops into the station, you may want to consider installing a signal enhancer. We do not have any control of signal strength inside buildings.

CORRESPONDENCE-

MISCELLANEOUS INFORMATION-

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REMINDERS –

- With regards to CAD6, the use of response plans is highly recommended, and sub beats MUST be entered for every address. The 9-1-1 office is in the process of working with agencies that do not currently have one in place. This is for both Fire and Police.
- Please take a moment to check the area around the PC's and UPSs in your dispatch centers. Dust and debris can cause overheating, ultimately resulting in damage to hardware and system failures.